

X



(<https://swayam.gov.in>)



(https://swayam.gov.in/nc_details/NPTEL)

siddharthgarg.2018@vitstudent.ac.in ▾

NPTEL (<https://swayam.gov.in/explorer?ncCode=NPTEL>) » **Enhancing Soft Skills and Personality**
(course)



Course outline

How does an NPTEL online course work?

Week 0

Week 1

Week 2

Week 3

● Lecture 11:
Assertiveness
-2: Types of
People
(unit?unit=33&
lesson=34)

● Lecture 12:
Assertiveness
-3: How to Say
"No"
(unit?unit=33&
lesson=35)

● Lecture 13:
Managing
Negative
Emotions:
Controlling

Assignment 3

Your last recorded submission was on 2021-03-10, 18:26 Due date: 2021-03-10, 23:59 IST.
IST

Questions 1 to 10 are Multiple Select Questions where more than one answers are correct. It has partial marking and hence carefully select the answer choices.

For Example: if choice 1 and choice 2 are correct out of 4 choices, and if you select both choice 1 and choice 2, you will get full marks.

If you select either choice 1 or choice 2 and did not select other choices, you will get partial marks.

If you select choice 1 and choice 3 or choice 1 and choice 4, you will not get any marks.

If you select choice 2 and choice 3 or choice 2 and choice 4, you will not get any marks.

1) How can you become more assertive without being aggressive?

1 point

- ☐ Stare at people to dominate them into submission
- ☐ Feel alienated in large groups and murmur occasionally
- ☒ Value yourself, and simultaneously, empathize with others
- ☒ Aim for open and honest communication
- ☐ Interrupt others several times to voice your opinions
- ☒ Be an active listener and maintain eye contact

2) How can you control your anger?

1 point

- ☒ Delay your reaction for minimum 10 minutes
- ☐ Shout in a different language
- ☒ Think of the irreversible damage it can cause
- ☒ Drink a glass of water
- ☒ Count till 100 before you speak
- ☒ Express yourself in writing and tear off after some time

Anger
(unit?unit=33&lesson=36)

● Lecture 14:
Channelizing
Positive
Emotions-1:
Gaining Power
from Positive
Thinking-1
(unit?unit=33&lesson=37)

● Lecture 15:
Channelizing
Positive
Emotions-2:
Gaining Power
from Positive
Thinking-2
(unit?unit=33&lesson=38)

● Quiz :
Assignment 3
(assessment?name=93)

● Feedback for
Week 3
(unit?unit=33&lesson=100)

Week 4

**DOWNLOAD
LECTURE
NOTES**

Text Transcripts

**DOWNLOAD
VIDEOS**

☐ Break your personal belongings to cool off

3) What are the qualities of an assertive person?

1 point

- ☒ Confident
- ☒ Active listener
- ☐ Dishonest
- ☒ Calm and composed
- ☒ Direct and open
- ☐ Self-righteous
- ☐ Insecure and guilt ridden
- ☐ Angry and vengeful

4) Identify the self-debilitating thoughts.

1 point

- ☒ I am helpless and alone; nobody ever helps me
- ☐ I fail a lot but, in the process, I have learnt a lot too
- ☒ I am a good follower, but I cannot be a leader
- ☐ I am going through a difficult time, but I can handle it
- ☒ I am a fool, and I can never achieve anything great
- ☐ I may have been bullied in the past, but I can now protect myself

5) One can become more assertive by following these rules:

1 point

- ☒ Do not seek approvals
- ☐ Do not risk vulnerability
- ☒ Replace “sorry” with “thank you”
- ☒ Accept genuine praise
- ☐ Follow all advises mindlessly

6) Stanley and Nancy’s 10 Commandments to ward off barriers to inner journey include:

1 point

- ☒ Create quiet time
- ☐ Be like a child
- ☒ Risk vulnerability
- ☒ Trust answers from within
- ☐ Live in accord with nature
- ☒ Develop self-approval
- ☐ Connect with others

7) Which of the following are true about negative self-labelling?

1 point

- ☒ It restricts your potential by confining you to certain negative notions of yourself
- ☐ It can give you an external motivation to work harder
- ☒ It is self-prophetic, that is, if you believe you are useless, your actions and thoughts will be of a useless person
- ☐ It can set useful parameters to judge oneself on
- ☒ It causes the development of a negative relationship with oneself

☒ It can potentially lead to anxiety and depression

8) Which of the following questions can be asked to avoid self-labelling?

1 point

☒ Is this necessarily true or just one of my interpretations?

☐ How can I make this label come true?

☒ Do I want to live my life with such labels?

☐ What are some of the ways to make others believe it too?

☒ What evidence do I have to support it?

☐ How many other labels can I find for myself?

☒ Have I always been this way, or did something just happen?

☒ What have I achieved in the past to disprove it?

9) How can you say “No” without being offensive?

1 point

☒ Tell a white lie

☐ Be firm and rude to get rid of others

☒ Be gracious and polite

☒ Briefly give others an explanation

☐ Remind others of all the times they said “No” to you

☒ Meet the other halfway by accepting some of the points they are making so that you can come to an agreement with them

☐ Let others bully you and submit to their demands

☒ Offer an alternative solution

☒ Make it clear that you are saying “No” to the request and not to the person

10) Some of the ways to develop self-approval are by:

1 point

☒ Confronting your fears

☐ Shutting down yourself emotionally

☒ Being kind to yourself

☒ Accepting imperfections

☒ Forgiving yourself

☐ Feeling overly guilty

11) Choose the appropriate self-affirmations to replace negative thinking.

1 point

(a) This situation is really difficult, but I can get through this.

(b) It is an opportunity to learn something new.

(c) I am not going to get any better than this.

(d) I have worked really hard and I am proud of myself.

☐ All a, b, c, and d

☐ Only b, c and d

☐ Only a, c and d

☐ Only a and d

☒ Only a, b, and d

☐ Only b and d

12) Which of the following is detrimental to positive thinking?

1 point

- ☐ Practicing gratitude
- ☒ Comparing oneself with others
- ☐ Positive self-talk
- ☐ Focusing on good things
- ☐ Finding humour in bad situations
- ☐ Using positive affirmations
- ☐ Turning failures into lessons
- ☐ Focusing on the present moment

13) Identify the most aggressive method of saying "No".

1 point

- ☐ Let me think about it.
- ☐ Sounds great! Perhaps some other time.
- ☐ I would like to, but presently I am unable to.
- ☐ I am honoured to be asked, but I cannot commit right now.
- ☒ My firm answer is "No", and I cannot change it at all!
- ☐ I am going to say "No" for now, I will let you know if something changes.

14) Being assertive equals to being:

1 point

- ☒ Honest to your own inner self
- ☐ Lying to others for your own gain
- ☐ Lying to your own inner self
- ☐ Pleasing others at the cost of your own happiness
- ☐ Disregarding the feelings of others

15) Following are some of the characteristics of aggressive people, EXCEPT:

1 point

- ☐ Do not hesitate to humiliate the other person
- ☐ Express oneself in a forceful and domineering way
- ☐ Self-centred and often angry
- ☐ Feels superior and self-righteous
- ☐ Might feel insecure and guilty later
- ☒ Indirect and inexpressive among large groups

16) Stanley and Nancy's commandment "Laugh at Ms. Protecto" means:

1 point

- ☐ Laugh at elderly people
- ☐ Do not take women seriously
- ☒ Get out of the comfort zone
- ☐ Stay away from marriage
- ☐ Learn to laugh more

17) The best method to check emotional addiction is:

1 point

- ☒ To make note of your behavioural pattern
- ☐ To throw away all the alcohol
- ☐ To resist the temptation to give in
- ☐ To resist the urge to brood

- ☐ To live in solitude
- ☐ To physically exhaust yourself

18) Which of the following is NOT true about emotional addiction?

1 point

- ☐ It refers to becoming addicted to certain emotions
- ☒ It helps in the growth of personal relationships
- ☐ It often provides distraction and/or escape
- ☐ It can develop into compulsion to act in a certain manner
- ☐ It can make one feel at the mercy of their emotions
- ☐ It leads to inappropriate behaviours

19) Following are some of the ways to deal with negative emotions, EXCEPT:

1 point

- ☐ Engage in pleasant activities such as walking, reading, listening to music
- ☐ Try to be reasonable and accept bad experiences as unavoidable part of life
- ☐ Do not blow things out of proportion by obsessing with them
- ☐ Do not hold onto the negative experiences for long and try to move on
- ☒ Rather than self-blaming, find others to be your scapegoats

20) The healthy way to express one's anger is:

1 point

- ☐ Shouting at the other person
- ☐ Attacking the other person personally
- ☐ Sending a friend to convey the message
- ☒ Giving the context to one's disappointment
- ☐ Suppressing it till one forgets it
- ☐ Silently breaking one's ties with the other person

21) Assertiveness is the ability to express yourself and your rights at the expense of violating the rights of others.

1 point

- ☐ True
- ☒ False

22) Emotional addiction refers to being hooked or addicted to feeling a certain way. It happens when our body becomes dependent on certain chemical responses produced during specific experiences.

1 point

- ☒ True
- ☐ False

23) Being able to say "No" is a sign of cowardice.

1 point

- ☐ True
- ☒ False

24) Assertiveness is a polite and sophisticated form of aggression.

1 point

- ☐ True
- ☒ False

25) Forgiveness is the attribute of the strong people.

1 point

☒ True

☐ False

You may submit any number of times before the due date. The final submission will be considered for grading.

Submit Answers